The College of Naturopaths of Ontario

Council Meeting

May 27, 2026

In Person Meeting
APPROVED MINUTES

Council		
Present		**Regrets**
Dr. Amy Armstrong, ND (1:1)		Ms. Sarah Griffiths-Savolaine (0:1)
Dr. Felicia Assenza, ND (1:1)		Ms. Marjia Pajdakovska (0:1)
Ms. Naomi Bussin (1:1)		
Mr. Dean Catherwood (1:1)		
Ms. Lisa Fenton (1:1)		
Dr. Brenda Lessard-Rhead, ND (Inactive) (1:1)		
Dr. Denis Marier, ND (1:1)		
Mr. Paul Philion (1:1)		
Dr. Jacob Scheer, ND (1:1)		
Dr. Erin Walsh, ND (1:1)		
Dr. Kathy Van Zeyl, ND (1:1)		
Staff Support		
Mr. Andrew Parr, CAE, CEO		
Ms. Erica Laugalys, Deputy CEO, Registrant and Corporate Services		
Mr. Jeremy Quesnelle, Deputy CEO, Regulation		
Ms. Monika Zingaro, Human Resources Coordinator		
Guests		
Ms. Rebecca Durcan, Legal Counsel*		
Observers		
Ms. Fiona Hill, OAND		
Ms. Jennifer Joseph, CEO, OAND		

*available via Microsoft Teams

Ms. Vivian Pang, Ministry of Health

1. Call to Order and Welcome

1.01 Call to Order

The Chair, Dr. Brenda Lessard-Rhead, ND (Inactive), called the meeting to order at 9:00 a.m. She welcomed everyone to the meeting and noted that the meeting was not being live streamed due to the meeting being held in-person and open to the public. She also recognized all the observers in attendance.

The Chair also noted that although Ms. Rebecca Durcan, Legal Counsel, was not in attendance, she is available via Microsoft Teams if needed.

1.02 Land Acknowledgement

The Chair reviewed the College's Land Acknowledgement, developed by the Governance Committee, and encouraged Council members to review it as an affirmation of the College Council's commitment to peace, friendship, and respect for Indigenous peoples.

1.03 Meeting Norms

The Chair reviewed the meeting norms with the Council members which was included in their meeting package and invited questions or concerns. There were none.

1.04 "High-Five" – process for consensus

The Chair reviewed the "High Five" process adopted by Council to indicate consensus on a proposed direction, whereby a show of five fingers indicates strong support, and one finger indicates strong opposition.

2. Executive Committee Elections

The Chair invited Andrew Parr, Chief Executive Officer of the College, to assume the role of meeting chair for the purposes of administering the elections. Mr. Parr noted for the Council the election timing and proceeded with the election of each position.

2.01 Council Chair

It was noted that at the submission deadline for nominations, only one nomination was received, and that was for Dr. Brenda Lessard-Rhead, ND (Inactive). Therefore, by acclamation she has been elected to the position of Council Chair.

2.02 Council Vice-Chair

Mr. Parr again noted that at the submission deadline for nominations, only one nomination was received, and that was for Mr. Dean Catherwood. Therefore, by acclamation he has been elected to the position of Council Vice-Chair.

2.03 Officer-at-Large Public member

Mr. Parr advised Council that at the submission deadline for nominations, no nomination was received, and nominations would take place during the meeting.

MOTION:	To open the call for nominations.
MOVED:	Erin Walsh
SECOND:	Denis Marier

CARRIED.	

Upon opening the call for nominations, Mr. Parr asked if there were any nominations for the Officer-at-Large Public Member position. Dr. Brenda Lessard-Rhead, ND (inactive), nominated Ms. Lisa Fenton, Public Member. The nomination was seconded by Ms. Naomi Bussin, Public Member.

Mr. Parr confirmed that Ms. Fenton accepted the nomination and called for any additional nominations, of which there were none.

MOTION:	To close the call for nominations.
MOVED:	Paul Philion
SECOND:	Jacob Scheer
CARRIED.	

As Ms. Lisa Fenton was sole nomination, Mr. Parr declared her to elected to the Officer-at-Large Public Member position by acclamation.

2.04 Officers-at-Large Professional members
Mr. Parr noted that there are two Officer-at-Large positions for Professional members of the Council and that at the submission deadline for nominations, only two nominations were received, those being Dr. Amy Armstrong, ND, and Dr. Denis Marier, ND. Therefore, by acclamation they have both been elected to the positions of Officer-at-Large Professional members.

Mr. Parr congratulated the elected officers, thanked the Council, and turned the meeting back to Dr. Brenda Lessard-Rhead, ND (Inactive) as Chair.

3. Consent Agenda
3.01 Review of Consent Agenda
The Consent Agenda was circulated to members of Council in advance of the meeting. The newly elected Council Chair asked if there were any items to move to the main agenda for discussion. There were none.

MOTION:	To approve the Consent Agenda as presented.
MOVED:	Kathy Van Zeyl
SECOND:	Erin Walsh
CARRIED.	

4. Main Agenda
4.01 Review of the Main Agenda
A draft of the Main Agenda, along with the documentation in support of the meeting had been circulated in advance of the meeting. The Chair asked if there were any changes to the agenda. There were none.

MOTION:	To approve the Main Agenda as presented.
MOVED:	Amy Armstrong
SECOND:	Paul Philion
CARRIED.	

4.02 Declarations of Conflicts of Interest
The Chair reminded the Council members of the updated Declarations of Conflict-of-Interest process. A summary of the Annual Conflict of Interest Questionnaires completed by Council members has been included to increase transparency and accountability initiatives, and to align with the College Performance Measure Framework Report (CPMF) launched by the Ministry of Health.

5. Monitoring Reports
5.01 Report of the Outgoing Council Chair
The Report of the Council Chair was circulated in advance of the meeting. The Chair reviewed the report with Council. She welcomed and responded to questions from the Council.

MOTION:	To accept the report of the Council Chair as presented.
MOVED:	Lisa Fenton
SECOND:	Denis Marier
CARRIED.	

5.02 Report on Regulatory Operations for April 1, 2025 – March 31, 2026, from the Chief Executive Officer (CEO)
The Report on Regulatory Operations from April 1, 2025 - March 31, 2026, from the CEO was circulated in advance of the meeting. Mr. Andrew Parr, CEO, provided highlights of the report and responded to questions that arose during the discussion that followed.

MOTION:	To accept the report on Regulatory Operations at March 31, 2026, from the CEO.
MOVED:	Amy Armstrong
SECOND:	Kathy Van Zeyl
CARRIED.	

5.03 Report on Regulatory Operations at April 30, 2026, from the Chief Executive Officer (CEO)
The Report on Regulatory Operations at April 30, 2026, from the CEO was circulated in advance of the meeting. Mr. Parr provided highlights of the report and responded to questions that arose during the discussion that followed.

MOTION:	To accept the reports on Regulatory Operations at April 30, 2026, from the CEO.
MOVED:	Paul Philion

SECOND:	Dean Catherwood
CARRIED.	

5.04 Variance Report and Unaudited Financial Statements for Q4
A Variance Report and the Unaudited Financial statements ending March 31, 2026 (Q4) were included in the materials circulated in advance of the meeting. Ms. Erica Laugalys, Deputy CEO, Registrant and Corporate Services provided a review of the Variance Report and the Unaudited Statements and highlighted the changes in the report from the previous quarters. She responded to questions that arose during the discussion that followed.

MOTION:	To accept the Variance Report and Unaudited Financial statements for the fourth quarter at March 31, 2026, as presented.
MOVED:	Paul Philion
SECOND:	Dean Catherwood
CARRIED.	

6. Council Governance Policy Confirmation
6.01 Review/Issues Arising
6.01(i) Executive Limitations Policies
Council members were asked if they had any questions or matters to note with respect to the Executive Limitations policies based on the reports received. No issues were noted at this time.

6.01(ii) Council-CEO Linkage Policies
Council members were asked if they had any questions or matters to note with respect to the Council-CEO Linkage policies based on the reports received. No issues were noted at this time.

6.01(iii) Ends Policies
Council members were asked if they had any questions or matters to note with respect to the Ends policies based on the reports received. No issues were noted at this time.

6.01(iv) Governance Processes Policies
Council members were asked if they had any questions or matters to note with respect to the Governance Processes policies based on the reports received. No issues were noted at this time.

6.02 Detailed Review (as per GP08) – Committee Terms of Reference
The Chair invited Dr. Denis Marier, ND, Governance Committee member, to provide the Council with a presentation reviewing the responses and comments submitted by Council members in relation to the Terms of Reference detail review and highlighted the directive of them.

MOTION:	To adopt the recommended changes to the Committee Terms of Reference as presented.
MOVED:	Paul Philion

SECOND:	Kathy Van Zeyl
CARRIED.	

The Chair recognized Mr. Parr who wished to speak to the Council regarding some of the changes that had been brought forward. Mr. Parr advised the Council of the tendency for Council and Committee members to focus on grammar and spelling in documents and that this posed a challenge given that there are numerous style guides that organizations can adopt. Many changes being proposed are often in conflict with the College's style guide creating differences in various documents across the College. Mr. Parr reminded Council that when they are completing their detailed reviewed of each grouping of policies, their focus should not be on spelling and grammar, rather it should focus on substantive policy considerations.

Mr. Parr asked the Council to consider a motion that would enable him to oversee all grammar and spelling matters relating to the Council policies and documents to ensure that they are consistent with the College's adopted style guide and that these changes not be required to be brought before the Council for approval.

MOTION:	To delegate authority to the CEO to make spelling, grammatical, and typographical revisions to policies and Council documents in accordance with the College's Style Guide, without requiring further Council review or approval.
MOVED:	Naomi Bussin
SECOND:	Jacob Scheer
CARRIED.	

7. Business

7.01 Committee Appointments

A Briefing Note and corresponding documents providing the proposed 2026-2027 fiscal year slate of Committee appointments were circulated in advance of the meeting. Mr. Parr advised the Council that due to privacy reasons the names of the individuals seeking appointment have been redacted from the publicly viewed materials, and if Council wishes to hold a discussion they would have to go in-camera.

MOTION:	To appoint the individuals as set out in the proposed 2026-2027 fiscal year slate of Committee appointments as presented.
MOVED:	Paul Philion
SECOND:	Denis Marier
CARRIED.	

7.02 Council Member Assessment Process

The Chair thanked each Council member for their participation throughout this new process of completing their self-assessments and the Panel members for their hard work in completing their fellow members' assessments. She noted that the purpose of their performance assessment is to strengthen Council's overall governance, as well as, demonstrating Council's commitment to growth and continuous improvement. This process provided a structured and consistent opportunity for members to reflect on how they are fulfilling their responsibilities, contributing to Council's work, supporting its regulatory mandate, and how they can improve upon all these areas.

8. Council Education
8.01 Program Briefing – Complaints Program
A Briefing Note highlighting the Complaints and Reports Processes was circulated in advance of the meeting. Mr. Jeremy Quesnelle, Deputy CEO, Regulation, gave a detailed presentation highlighting the program and what it encompasses, i.e. the processes and procedures managed by the Inquires, Complaints and Reports Committee. He responded to any questions asked by Council throughout his presentation.

8.02 Program Briefing – Discipline Program
A Briefing Note highlighting the Discipline Processes was circulated in advance of the meeting. Mr. Quesnelle gave a detailed presentation highlighting the program and what it encompasses, i.e. the processes and procedures. He responded to any questions asked by Council throughout his presentation.

8.03 Governance Refresher
Mr. Parr facilitated an interactive question-and-answer activity as a refresher of the previous day's training. Council members participated in a 25-question exercise, applying their knowledge and experience to respond. The activity reinforced key concepts and encouraged engagement among Council members.

9. Other Business
The Chair asked if there was any other business to be brought before the meeting ended. There was none.

10. Meeting Evaluation and Next Meeting
10.01 Evaluation
The Chair advised the Council members that the meeting evaluation would be completed verbally as the meeting was in-person. The Chair posed questions and received responses from Council members.

In addition, all Council members provided positive feedback on the training received on the previous day and noted they thoroughly enjoyed getting to know each other and connecting with one another, making them feel closer.

10.02 Next Meeting
The Chair noted for the Council that the next regularly scheduled meeting is set for July 29, 2026, and that this meeting will be held virtually via video conference.

11. Adjournment
11.01 Motion to Adjourn
The Chair asked for a motion to adjourn the meeting. The meeting adjourned at 11:55 a.m.

MOTION:	To adjourn the meeting.
MOVED:	Paul Philion
SECOND:	Erin Walsh

Recorded by: Monika Zingaro
Human Resources Coordinator
May 27, 2026

Approved: July 29, 2026